



NEVADA DIVISION OF ENVIRONMENTAL PROTECTION
BUREAU OF WATER QUALITY PLANNING
NONPOINT SOURCE BRANCH

Nevada Division of Environmental Protection
Bureau of Water Quality Planning
Nonpoint Source Program
**319(h) Pre-Application
FORM INSTRUCTIONS**

Dear Interested Parties:

The Nevada Division of Environmental Protection- Bureau of Water Quality Planning is seeking 319(h) Proposal Pre-Applications to determine eligibility for the use of grant funding from the Nonpoint Source Pollution Prevention Program. Pre-Applications are not required, but are encouraged to be submitted. The purpose of submitting a Pre-Application is to provide the Bureau an opportunity to determine if the proposed project is eligible to be funded by the program and for applicants to receive feedback from staff on the merits of the proposal.

The Pre-Application is a screening tool that allows Nonpoint Source (NPS) Program staff to examine basic eligibility requirements. If determined eligible, applicants are encouraged to submit a complete 319(h) Proposal to the Nonpoint Source Branch - Bureau of Water Quality Planning. **Note that a Determination of Eligibility does not guarantee that a follow-up Proposal will receive a grant award.** A Determination of Ineligibility may cause the applicant to rework and/or refine a project, or may deter preparation of a full Proposal that is unlikely to be funded.

When to Submit a Pre-Application:

With respect to this Fall's 2012 Grant Proposal Acceptance Period, Pre-Applications may be submitted **up and until Close of Business August 3, 2012**. This will ensure adequate time for agency review and for the applicant to prepare a full Grant Proposal as appropriate. The Grant Proposal Deadline is scheduled for September 7, 2012.

DEPARTMENT OF
**CONSERVATION &
NATURAL RESOURCES**



319(h) Pre-Application

Page 2 of 2

Where to Submit a Pre-Application:

You are encouraged to submit the Pre-Application to the Bureau electronically as an attachment to an email. Please email the Pre-Application to Ms. Birgit Widegren, Branch Supervisor, Nonpoint Source Program at the following email address:

bwidegren@ndep.nv.gov

Printed Pre-Applications may be hand delivered or submitted via U.S. Mail to the following physical address:

Nonpoint Source Program
Bureau of Water Quality Planning
Department of Conservation and Natural Resources
Bureau of Water Quality Planning
Attn: Ms. Birgit Widegren
901 S. Stewart Street, Suite 4001
Carson City, NV 89701

How to Prepare a 319(h) Pre-Application:

The three page Form-Field WORD document is located on the Bureau's webpage at the following URL: <http://ndep.nv.gov/bwqp/NPSGWP.HTM> . Copy and save the document in your personal directory, and complete the form by filling in the blanks with text, selecting relevant drop-down information, and/or by checking boxes as appropriate. Include explanations if necessary where noted. The majority of the information required is self-explanatory.

Do not submit information in addition to what is requested. Additional information will not be considered by Bureau staff when reviewing the project for eligibility. Additional information may be requested by Bureau staff if the Pre-Application is incomplete or if otherwise necessary to determine eligibility. Once all information necessary has been submitted to NPS Branch staff, a Notice of Determination of Eligibility will be provided to the applicant within 10 working days.

If additional assistance is required, please contact the Bureau at 775.687.9444, and you will be directed to a NPS Branch staff person.